CAFC-97-04M

Concordia University
Faculty of Commerce and Administration
Faculty Council
Friday, May 23, 1997

M i n u t e s

Present: M. Anvari (Chair)
C. Bayne (DS&MIS), A. Brodt (Fina.), J. Craighead (Acco.), D. Franklin (Mana.), Z. Gidengil (Mktg.), A. Hochstein (MBA), S. Hoffman (Lib.), B. Hughes (CGSA), A. B. Ibrahim (Assoc. Dean), G. Kanaan (Acco.), A. Lavack (Mktg.), T. Lituchy (Mana.), D. Malatesta (CASA), E. Marsello (Reg.), R. Martin (Reg.), L. McGown (Mktg.), B. McKenzie (Reg.), D. Morin (Assoc. Dean), B. Nizzola (CASA), R. Padilla (CGSA), R. Quinn (Reg.), J. A. Rosenblatt (Assoc.Dean), T. J. Tomberlin (Assoc. Dean), C. Vallejo (Cl.,Mod.Lang.& Ling.)

I **Call to Order**
The meeting was called to order at 09:45.

II **Closed Meeting**

[redacted]

[redacted]

[redacted]

III Open Meeting

IV Approval of Agenda - CAFC-97-06A

IT WAS MOVED BY C. BAYNE AND SECONDED BY T. LITUCHY THAT FACULTY COUNCIL APPROVE THE AGENDA, CAFC-97-06A, AS PRESENTED.

THE MOTION WAS CARRIED UNANIMOUSLY.

V Approval of the Minutes - CAFC-97-04M and CAFC-97-05M

IT WAS MOVED BY J. CRAIGHEAD AND SECONDED BY A. LAVACK THAT FACULTY COUNCIL APPROVE THE MINUTES, CAFC-97-05M, AS PRESENTED.

THE MOTION WAS CARRIED UNANIMOUSLY.

VI Chair's Remarks and Question Period (15 minutes maximum)

The Chair had no remarks and there were no questions from the floor.

VII Faculty Council Elections

1. One full-time faculty member replacing Bryan Barbieri on the Senate Academic Programs Committee for a three-year term, June 1, 1997 - May 31, 2000.

C. Draimin, Department of Accountancy, was elected by acclamation.

VIII Business Arising from Previous Meeting

1. Report from Associate Dean, Graduate Programs, Research and Program Evaluation regarding the FC&A responsibility for the Diploma in Sports Administration

T. J. Tomberlin reported that the process of curriculum/calendar revision could be initiated in the fall 1997 by C. Bayne which would lead to the Faculty assuming responsibility for the Diploma in Sports Administration.

IX **Report: Undergraduate Programs, Academic and Student Affairs**

D. Morin reported that the mentorship assessments would soon be sent to participating faculty members. Faculty members interested in becoming mentors are asked to contact her office. She will also send a call for faculty assistance with student orientation sessions.

X **Report: Graduate Programs, Research and Program Evaluation**

1. **Proposal for a Graduate Certificate in Management Accounting - CAFC-97-04A-03**

T. J. Tomberlin reported that the Faculty Academic Programs committee has approved the proposal. G. Kanaan explained that the French version of the CMA program began at UQAM in January 1997. Due to Concordia's excellent reputation in Accountancy, the CMA approached the Department of Accountancy to launch the English version. The proposal is consistent with the strategic planning of the Faculty to expand programs which have a strong growth potential. With regard to resource implications, he reported that the CMA would cover the costs up to the break-even point, which has been determined to be an enrolment of 15 students. Due to the traditional lag in receiving government funding for programs, it is expected that the program would run a temporary deficit for the first two years. With regard to human resources, he reported that the Department of Accountancy have enough qualified faculty to support the program who would be replaced with part-timers where necessary. Depending on the growth of the program, hiring of additional full-time faculty would be considered. It was confirmed that the program contained new courses which would require Senate approval.

IT WAS MOVED BY T. J. TOMBERLIN AND SECONDED BY G. KANAAN THAT FACULTY COUNCIL ENDORSE THE PROPOSAL FOR A GRADUATE CERTIFICATE IN MANAGEMENT ACCOUNTING AS PRESENTED IN DOCUMENT CAFC-97-04A-03.

THE MOTION WAS CARRIED UNANIMOUSLY.

XI **Report: External Affairs and Executive Programs**

J. A. Rosenblatt reported that activities related to the Faculty newsletter, the Contemporary Business Issues seminar, and Faire le Grand Saut were on going.

XII **Report: Administrative Affairs and Human Resources**

A. B. Ibrahim reported that he and the Chairs have developed a more consistent policy for room allocation for faculty members. With regard to the budget, he reported that efforts are being made to stream line the process.

XIII **Reports from Faculty Representatives on University Committees**

There were no reports from the following committees:

1. **University Senate**
2. **Arts and Science Faculty Council**
3. **Senate Academic Planning and Priorities**
4. **Senate Academic Programs Committee**
5. **Senate Research Committee**
6. **Senate Academic Services Committee**
7. **University Library Committee**
8. **Undergraduate Scholarships and Awards Sub-committee**
9. **Computer Resources Committee**
10. **Board of Governors**
11. **Council of Graduate Studies**

XIV **Reports from Student Associations**

1. **C.A.S.A. Report**

D. Nizolla reported that the implementation of the Faculty Student Placement Centre in September

1997 may be delayed. He explained that the students at the General Assembly had agreed to pay $12.00 per student per semester however the programming for the University payment system requires a per credit system. As a consequence, a student assembly must be arranged to approve a per credit payment of approximately $1.50. It was suggested that CASA discuss with A. B. Ibrahim the possibility of temporary funding from the Faculty for the fall 1997 term to ensure the September 1997 start-up date of the Centre.

2. **C.G.S.A. Report**

B. Hughes reported that the CGSA was considering joining the CASA in supporting the Faculty Student Placement Centre. He announced that R. Padilla would be Acting President of the CGSA during the summer.

XV New Business

1. **Aviation MBA Annual Report - CAFC-97-04A-04**

D. Doreen outlined the efforts that have been made during his mandate to improve the program while decreasing costs: curriculum revisions to establish a one-year program, development of student loans through the Royal Bank of Canada, a 60% increase in enrolments due to the implementation of the one-year program, an annual deficit reduction from $230K to $110- $120 reduction, increased application rates from approximately 18 in 1996 to approximately 50 applications of excellent quality in 1997, the development of a pattern of repeat business, the sponsorship of eight scholarships by IATA, the development of an extensive marketing plan and an increase in publicity stimulating numerous inquiries about the program, from 2,000 in 1996 to approximately 3,000 in 1997 with 1,000 from China; the initiation of a successful open house in Montreal which attracted local interest in the program. With regard to cost reduction, he reported that the $150K per year lease for the program facilities would expire this year.

With regard to opportunities, he reported that Bombardier and Rolls Royce have expressed an interest in providing scholarships in specific countries and the relationship with the Canadian Aerospace industry will be further developed. He reported that the Canadian Immigration law which permits students to work in Canada in their area of training for one year following graduation provides the opportunity to enhance the program for students. Students would be offered a loan of up to 80% of the tuition and, through networking with the local arerospace industry, a job in their field for one year. He announced that a partnership with Athabasca University to offer a portion of the program by distance education was being considered as a means of reducing the costs and expanding the international market for the program. In addition, to further expand the market for the program, curriculum revisions geared to the specific training needs of airport officials, airline officials, civil aviation authorities and aviation manufacturers will be considered. Other projects underway include the follow-up of interest expressed by the Civil Aviation authority of China to offer a portion of the program in conjunction with the School of Aviation Management in Beijing and similar projects with the Management Institute of Aviation in Tianjin and the Aeronautic University in connection with Nanjin University. Lastly he announced that a CIDA project in connection with the Czech Republic and the Czech airlines, which would open the Eastern European market, is expected to be confirmed within the next few weeks. With regard to the future, he expressed confidence that the program would break even within the next year.

The enrolment figure for 1995 attendees, section J of the document, was corrected to read 10 attendees. The Chair confirmed that he was negotiating the contract with IATA on behalf of the IAMBA program. IATA has agreed to inject $130K into the program. Issues being discussed are: control of the curriculum, admission criteria and the quality of education offered.

IT WAS MOVED BY L. MCGOWN AND SECONDED BY T. J. TOMBERLIN THAT FACULTY COUNCIL RECEIVE THE IAMBA ANNUAL REPORT, CAFC-97-07-04A-04.

THE MOTION WAS CARRIED UNANIMOUSLY.

2. **Executive Development Program Annual Report - CAFC-97-04A-05**

IT WAS MOVED BY G. KANAAN AND SECONDED BY J. CRAIGHEAD THAT FACULTY COUNCIL GRANT SPEAKING PRIVILEGES TO G. LOWENFELD, DIRECTOR, EXECUTIVE DEVELOPMENT PROGRAMS.

THE MOTION WAS CARRIED UNANIMOUSLY.

G. Lowenfeld reported that 1996-97 has been the most successful in the history of the EDP with revenues over $200K . The forecast for 1997-98 is equally as promising with an expansion of the CGA coaching program and other programs across Canada. He expressed his discontent with the bureaucratic procedures which present obstacles to revenue generation and have left the EDP with a 25% reduction in staff for an extended period of time.

Members of Council applauded G. Lowenfeld for having tripled the revenues in EDP during the past two and a half year period.

IT WAS MOVED BY L. MCGOWN AND SECONDED BY C. BAYNE THAT FACULTY COUNCIL RECEIVE THE EXECUTIVE DEVELOPMENT ANNUAL REPORT, CAFC-97-07-04A-05.

THE MOTION WAS CARRIED UNANIMOUSLY.

3. **Centre for Small Business and Entrepreneurship Annual Report - CAFC-97-04A-06**

B. Ibrahim explained that the mandate of the centre did not encompass revenue generation but included graduate and undergraduate courses and courses for the community, part of the minority institute.

IT WAS MOVED BY A. LAVACK AND SECONDED BY Z. GIDENGIL THAT FACULTY COUNCIL RECEIVE THE CENTRE FOR SMALL BUSINESS AND ENTREPRENEURSHIP ANNUAL REPORT, CAFC97-04A-06.

THE MOTION WAS CARRIED UNANIMOUSLY.

4. **Minority Entrepreneurship Institute Annual Report - CAFC-97-04A-07**

C. Bayne highlighted the activities and budget of the Institute noting the success of the Cree Training program. With regard to future plans he reported that professors teaching in the program will not be paid more than $1,000 per day in addition to payment for the development and preparation of a course when necessary. Faculty participation in seminars will be encouraged through increased dissemination of the institute's activities. A selection committee will assist the Director in the choice of teaching personnel and a formal evaluation process will be initiated at the end of each seminar.

It was explained that the funding for the Cree program was provided by the Cree Nation. It was estimated that 30% of the funding remains with the Faculty.

IT WAS MOVED BY A. LAVACK AND SECONDED BY Z. GIDENGIL THAT FACULTY COUNCIL RECEIVE THE MINORITY ENTREPRENEURSHIP INSTITUTE ANNUAL REPORT - CAFC-97-04A-07.

THE MOTION WAS CARRIED UNANIMOUSLY.

5. **International Exchange Program, UWIMEP Program, RIADE/PRICAT Project - CAFC-97-04A-8**

International Exchange Program

T. Lituchy reported an increase in the number of applications for incoming students in the International Exchange Program - only the top two-thirds of the applicants were accepted. She thanked the CIBA students for their help with the five orientation sessions for potential outgoing applicants which were well attended. Special thanks was extended to M. Wahhab who spent hours in helping students go abroad to study. Fourteen applicants were accepted compared to twelve in 1996. Four $500.00 student scholarships were offered for the first time this year based on the GPA, an interview with the IBUS committee, letters of recommendation and a letter of intent from the applicant. She thanked Professors Hochstein, Tomberlin and Morin for their assistance in discussing possible linkages with the many visitors from international universities.

UWIMEP Program

T. Lituchy reported that the project will conclude October 31, 1997. The seminars have been a success. One or two UWI visitors are expected during the summer and faculty members have the opportunity to go to UWI during the period August 1997 - October 1997. Preferred candidates would be on sabbatical or retired with expertise in any of the following areas: Finance, Accounting, International Business or MIS.

RIADE/PRICAT Project

T. Lituchy explained that RIADE is a CIDA project involving a consortium of three schools in Canada and three schools in Tunisia. The project begins in June with the arrival of two Tunisian faculty members.

T. Lituchy reported that new projects are being developed and applications are being made for exchanges and international research. The Centre has been working with the Department of Classics, Modern Languages and Linguistics to arrange courses for IBUS students.

T. Lituchy and her staff were commended for their efforts on behalf of the Faculty.

IT WAS MOVED BY C. BAYNE AND SECONDED BY T. J. TOMBERLIN THAT FACULTY COUNCIL RECEIVE THE ANNUAL REPORT FROM THE INTERNATIONAL EXCHANGE PROGRAM, UWIMEP PROGRAM, RIADE/PRICAT PROJECT, CAFC-97-04A-8.

THE MOTION WAS CARRIED UNANIMOUSLY.

XVI Other Business

1. **Summer Quorum**

IT WAS MOVED BY T. J. TOMBERLIN AND SECONDED BY Z. GIDENGIL THAT THE FACULTY COUNCIL QUORUM FOR THE SUMMER BE ONE-THIRD OF THE REGULAR MEMBERSHIP.

THE MOTION WAS CARRIED UNANIMOUSLY.

2. **1997-8 Membership (1996-97 Academic departments: Classics, Modern Languages and Linguistics, Computer Science, & Service department: Computer Services**

IT WAS MOVED BY T. J. TOMBERLIN AND SECONDED BY D. MORIN THAT FACULTY COUNCIL INVITE THE DEPARTMENTS OF CLASSICS, MODERN LANGUAGES AND LINGUISTICS , THE COMPUTER SCIENCE DEPARTMENT AND COMPUTER SERVICES TO BE INVITED TO DELEGATE THEIR REPRESENTATIVE FOR THE 1997-1998 FACULTY COUNCIL.

THE MOTION WAS CARRIED UNANIMOUSLY.

It was suggested that the official document of the University which lists the Faculty Council composition as of 1 October 1993 be revised during the summer and returned to Faculty Council for approval.

IT WAS MOVED BY L. MCGOWN AND SECONDED BY T. LITUCHY THAT THE MEETING BE ADJOURNED.

THE MOTION WAS CARRIED UNANIMOUSLY.

The meeting was adjourned at 11:45 a.m.

The next regular meeting of Faculty Council will take place in September 1997. A schedule of meetings for the 1997-1998 academic year will be distributed to Members of Council in July.